## 504 Help Wanted Office-Clerical

# LEGAL SECRETARIES TEMPORARY PERMANENT

If you are an experienced legal secretary, whether you are looking for temporary assignments call us to learn how you can earn more money. By work for us.

If you prefer permanent full time employment, you will be happy to know we have a growing range of permanent positions always available.

There is never a charge to you for our courtesy, confidential employment placement assistance. After hour appointments available.

PERSONNEL AT LAW
3000 TOWN CENTER, SUITE 2580
SOUTHFIELD, MI 48075
Southfield ..... Detroit
358-0060 ..... 963-1465

MARKETING SECRETARY
Part time/Full time. Employment Agency for small Computer Sales Co. Call Marlene Thompson Mon-Wed-Fri, 1-3pm. J Russ 851-7035

"No Tricks ... Just Treats!

That's what you'll find when you take a Kelly job. We can offer good pay and benefits, plus a choice of jobs. We're now looking for:

- Switchboard Operators
- Clerks
- Receptionists

Livonia ..... 522-4020
Westland ..... 729-1040

KELLY SERVICES
The Kelly Girl People
An Equal Opportunity Employer
Equal Opp. Industry Employer
U.S. law requires all applicants to show proof of identity and right to work in the U.S.

OFFICE ASSISTANT
Part time 2-3 days per wk., Detroit Medical Center. Duties include: bookkeeping & data entry. Must be a good typist. 961-3300 632-1133

OFFICE CLERICAL
Immediate Opening! Data Entry experience prefer. Superior Typing & good benefits. Competitive salary. Livonia 464-7550

OFFICE COORDINATOR - Outgoing, creative phone answering, secretarial & general office, typing & dictaphone. Salary $12,000. Commensurate with experience. Call Mrs. Ryan, Box 606 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

OFFICE HELP - Customer sales, service individual. Must be good with figures, ready for job on day. Mature, 5 years experience. Westland Area. Call Kathy 721-3000

OFFICE HELP wanted. Part time mature, dependable for small Plymouth office. Typing, telephone & computer knowledge helpful. Flexible hours 15-30 hours per week. 459-5560

OFFICE MANAGER
LEGAL ASSISTANTS
For 8 attorney firm in Bloomfield Hills. Responsibilities include time & billing, bookkeeping, tax preparation, personnel management, collections & some legal secretary work. Contact Mr. Hertz at 433-5000

OFFICE MANAGER
Branch office of National Software Company needs a responsible and caring oriented individual. Must have experience in managing a staff, related sales office. For consideration call Mr. Cary in our Farmington office 553-4353

OFFICE MANAGER/Administrative Assistant. An established Manufacturer's Rep is seeking an experienced individual with Word Processing background. Excellent phone & organizational skills needed to run a small office. Shorthand is a plus. Immediate position available. Send resume to 500 E Maple, Ste 210, Birmingham, MI 48009 - Att: W Maher

OFFICE MANAGER for medium sized law firm. Computer experience. Send resume to Zamplas, Plaskin, Rap et al., 1169 W Long Lake Rd., Troy, MI 48098

OFFICE MANAGER
Immediate opening for person who can supervise and manage office. Duties would include light typing, light job costing, answering phones, etc. Light bookkeeping a plus. Good pay and benefits. Call 423-6897

OFFICE PERSON - Immediate opening for busy office in Farmington Hills. Computerized accounts payable and accounts receivable entry, typing, general office. Experience preferred. Competitive wage & benefit package. Contact Nagwa at Ekay Business Systems, Inc. 478-9680

OFFICE POSITIONS
Kowalski distributor seeks qualified individuals for full time entry level positions. Must have excellent math ability and calculator skills. Previous office experience necessary. Excellent benefits. Call before 11am 332-0379

OFFICE RECEPTIONIST
Needed with phone experience, filing & typing for busy medical group in Southfield facility. Excellent benefits. Send resume to Rupa A Bowman, 24505 Hallstead Circle. Attention: Office Manager. Farmington Hills, Mi. 48018

OFFICE SECRETARY-Immediate opening for innovative person-typing 55 WPM, organizational & phone skills needed $220 week plus benefits. Call between 9am-3pm. 345-4204

OFFICE/ WITCHBOARD
Part-time opening at Hordines Belt Telecoms Farmington area office switchboard duty. Flexible hours some evenings & weekends. Apply when. Business, 1833 S. Rochester Rd., Rochester Hills

OPPORTUNITY FOR INDIVIDUAL with general office experience and excellent math aptitude to learn basic bookkeeping and computer skills. Birmingham office seeks organized responsible non-smoker to work 10-15 hours a week. Call Betty 642-1690

PART-TIME CLERK TYPIST
Part-time clerk typist is needed to assist the sales staff in our Birmingham, MI office. Heavy typing (50wpm) knowledge of dictator equipment and general office duties increase experience helpful. Twenty hour work week (flexible). We offer a good salary and a pleasant work environment. Please call Lorraine between 8:30-4:00 Monday-Friday for an appointment at 644-4001

LUMBERMANS UNDERWRITING ALLIANCE

## 504 Help Wanted Office-Clerical

PART TIME CLERICAL aptitude with figures, typing. High school or college student preferred 552-7530

PART TIME Person to operate P.C. Must know dictaphone & other general office duties. Fast paced Southfield office. Call Patty 354-1695

PART-TIME POSITION
4 hours a day, phone Kit Accounting & IBM Computer experience necessary. Non-smoker. Southfield location. Send resume. Attention: Administrative Assistant, P.O. Box 2054, Southfield, MI 48037-2054

PAYROLL CLERK/BOOKKEEPER
Experienced in payroll records, payroll taxes, Workman's compensation - multi state & Canada. Saturdays a must. Ask for Ann 459-4313

PAYROLL CLERK
Part time - flexible hours. Southfield based company. Payroll experience necessary. Call Ms Haney, 2pm-4pm 334-7100

PAYROLL CLERK
Large fast food chain needs experienced payroll person. Knowledge of payroll taxes helpful. Send resume and salary history to Box 700, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150
An Equal Opportunity Employer

PAYROLL PROCESSOR - immediate opening with a property management company in Southfield. Responsibilities include payroll for 325 employees. Qualified candidates will have 2-3 yrs. experience in Bookkeeping, preparing all payroll taxes and data processing. Contact Data & Lotus 1,2,3 experience is a plus. Send resume & salary history to Box #672 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

PERSON TO work in Photo Dept. Also, phone receptionist for 12 in-coming lines. 476-8760

PHONE PERSONNEL
Experienced. Call from home, no sales, daytime and evening work. Call 274-0178

PRIVATE
LEGAL SECRETARY
Here is a firm you will want to leave. Company is moving to beautiful new offices in a choice location. Good benefit package and a competitive salary. Fee paid. Call Pat at 352-2090.
After 5 PM. Appointment available
SNELLING & SNELLING

PURCHASING CLERK
Downtown Detroit office of national CPA firm seeks assistant to Purchasing coordinator. Previous experience in purchasing fixed reduced. Associates Degree preferred. Math qualifications include accurate typing ability, high confidence level dealing with vendors, excellent interpersonal and communications skills. Excellent working conditions, tuition reimbursement and other benefits. Send resume to:
BOX #662
Observer & Eccentric Newspapers
36251 Schoolcraft Rd., Livonia
Michigan 48150
An Equal Opportunity Employer

RECEPTIONIST Needed for busy dental office. Must have excellent typing skills & pleasant phone manner required. Call Cheri 644-8666

RECEPTIONIST
Experienced, professional hair salon. 30 hrs /wk. 7 Mile & Merriman. Livonia. Sagona's. 476-7171

## 504 Help Wanted Office-Clerical

REAL ESTATE management company seeking mature individual for part-time position. Flexible hours. Computer experience helpful, bookkeeping knowledge a plus. Call Stacey at 353-2996

REAL ESTATE
SECRETARY
Southfield/Lathrup real estate firm, responsible individual for full time support. Light phone. Pleasant, required Call Marc Pomeroy, Pomeroy Realtors 559-3344

RECEPTIONIST - full time, light typing. Experience preferred. Livonia area. Call between 4pm-7pm. 525-4500

RECEPTIONIST/SECRETARY
For Southfield law firm
Full time benefits
355-6141

RECEPTIONIST/SECRETARY
Part-time needed for Birmingham law office 642-5074

RECEPTIONIST/CLERK TYPIST
Diversified position for Southfield accounting firm 352-7400

RECEPTIONIST, FILING CLERK
for busy law office. Answer telephone Birmingham. Free parking 540-7660

RECEPTIONIST - local retail store needs mature person with good attitude. Salary negotiable. Call R.R. Kramer Company, 15986 Middlebelt, Livonia, 48154

RECEPTIONIST Position available in Auto Service Spa that installs approximately 1000 units/week. Sales background helpful, typing & must at ease in a busy environment.

RECEPTIONIST with good typing skills to answer multi-line phones, type letters & maintain office of contractors. Steel, 36555 Amherst (near Levan), Livonia.

RECEPTIONIST for photographic studio. Some time frames apply at Allen Brooks Studio, 1278 Merriman, Westland, between 10:30am-3pm, Mon-Fri.

RECEPTIONIST/GENERAL OFFICE
With excellent phone manner. Ground floor opportunity with growing Livonia manufacturing company. Apply at: 35589 Industrial Rd., Livonia 464-3613

RECEPTIONIST
For new nursing facility in Rochester Hills. Full & part-time, days, evenings, & weekends available. Must have pleasant, clear phone voice & typing skills. Must be dependable.
852-7500

RECEPTIONISTS
Are you friendly, caring & enjoy a challenge? Do you enjoy animals & a busy environment? Are you a self starter, in the Farmington/Southfield area - for both Day-time & Night-time shifts? Are you a college student? If this Resumes to Professional Veterinary Hospital, Redford, 15555 W. 10 Mile, Southfield, MI. 48075

RECEPTIONISTS
With or without typing skills needed for short & long term positions in Southfield area & Troy. Experience required. Top pay, benefits, vacation & holidays. No fee.
TEMPORARY RESOURCES
356-1616

RECEPTIONIST - progressive high tech firm in Southfield is seeking an individual for sales support position. In the ideal candidate must have excellent receptionist experience, preferably Rolm or computer communications. Also required are good typing skills and the desire to interact with the public. Good salary & benefit package. Send resume: Studying salary requirements to: Receptionist, PO Box #451, Lathrup Village, MI. 48076

## 504 Help Wanted Office-Clerical

RECEPTIONIST
- General Clerical -

Major corporation located in Bloomfield Hills seeks receptionist/switchboard experience a must. Typing skills required, accurate, light typing, mathematical aptitude & general clerical ability. Excellent benefit package. Send resume & salary requirements to:
Receptionist, P.O. Box 930,
Bloomfield Hills, MI 48013
Equal Opportunity Employer M/F/H
Equal Opportunity Employer
Male/Female/Handicapped/Vet

Receptionists/ Switchboard Operators

We have jobs for you! We can put your valuable skills to work immediately. We need receptionists and switchboard operators with experience on Rolm, Comdial, Horizon, Centrex and more!

With us, you'll enjoy: Top pay, excellent increases, vacation pay, and an opportunity to work with the top companies in town! Please call us today

642-9650
Bloomfield
338-0338
Pontiac
398-7900
Berkley
352-5220
Southfield
362-1180
Troy
471-2050
Farmington
KELLY SERVICES
The "Kelly Girl" People
Not an Agency, Never a Fee
Equal Opportunity Employer M/F/H
U.S. law requires all applicants to show proof of identity and right to work in the U.S.

RECEPTIONIST - TROY area for CPA/Attorney. Light typing, clerical skills. 10am-4pm. Mon thru Fri. Non-smoker 362-8648

RECEPTIONIST/FILE CLERK
Needed for busy Plymouth insurance office, part time to full 453-6000

RECEPTIONIST for office in Farmington Hills. Experience helpful. Full time positions $4-5 per hour Call 851-9755

RECEPTIONIST/CLERK
Part time, Mon-Fri. 12-4:30pm $5/hour. Experience preferred. Call Mrs Wyatt 851-4540

RECEPTIONIST
Full time for Farmington Hills computer store. Word processing & typing skills required. Contact Mr. Douglas 855-5560

RECEPTIONIST
for Birmingham based construction engineering company. Typing skills required. Call 540-8015

## 504 Help Wanted Office-Clerical

RECEPTIONIST/SECRETARY
Small Law Firm looking for a Receptionist/Secretary with some legal experience preferred. Salary commensurate with qualifications. Good benefits. Send resumes to Attention Miss Gordon, 344 N. Woodward, Suite 302, Birmingham Michigan 48011

RECEPTIONIST/SECRETARY
Pleasant phone manner, good typing skills and data entry skills. Full time 8:30 thru 5 pm. Detroit. Good benefits, chance for advancement. Send resume to Assistant, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

RED WING TICKET WINNER

MATT WEISS
32375 Bonnet Hill
Farmington Hills

Please call the promotion department of the Observer & Eccentric Friday, October 30, 1987 to claim your two FREE RED WING TICKETS.

591-2300, ext. 244

CONGRATULATIONS!

RECEPTIONIST

Immediate opening for experienced Receptionist. Must have excellent phone presence, light bookkeeping, neat appearance and have word processing experience. Pleasant Farmington Hills office
Call Jack 477-7700

RECEPTIONIST - Troy law firm needs a receptionist. The successful applicant will have a professional, friendly telephone manner, be anxious to accept responsibility, and willing to assist with other clerical tasks. This is an excellent opportunity to join a successful, fast growing firm. Send resume and salary requirements to Kelke, 3290 W Big Beaver, Suite 340, Troy, MI 48084

RECEPTIONIST
Minta Detroit's largest cellular communications company is expanding operations to Farmington Hills is seeking exceptional individual to coordinate contact. Answer phones, greet customers, type (50 wpm), various office experiences. Preferred Submit resume with cover letter & salary requirements to: Director of Operations, P.O Box 71043, Madison Heights, MI 48071

RECEPTIONIST
Immediate position with a suburban advertising agency. Pleasant phone manner, self-confidence, have an outgoing personality & strong communication skills. Light typing of 50 WPM, telephone & clerical experience necessary. Entry level position for Receptionist only. No fee. Send resume, salary requirements or apply in person:
SAA, Personnel Dept., 23077 Greenfield Rd., Southfield, Mich. 48024 471-7000

SECRETARY/BOOKKEEPER
Full time salary and benefits. Send resume. Howard, 20101 Fenkell, Detroit, MI. 48223 Call for appointment 535-4400

## 504 Help Wanted Office-Clerical

RECEPTIONIST-Full time for small office. Prefer mature person, no experience necessary. Apply in person Mon-Fri, 9am-5pm at 987 Manufacturers Dr., Westland (Cherry Hill & Newburgh area)

RECEPTIONIST for busy Bloomfield Hills office. Previous PBX experience necessary. Send resume, in confidence, to Box874, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

RECEPTIONIST/SECRETARY full time for manufacturers rep firm in Livonia. Clerical skills required, pleasant voice. Accounting background helpful. Will train. Full benefits. For interview call 669-5200, ask Rhonda Swartzentruber

RECEPTIONIST - typist, 60 wpm or Troy advertising agency. Some knowledge of word processing helpful. Rolm, Excellent benefits. Expansion board experience. Salary $15-$18,000. Call Celeste at Uniforce 646-8500

RECEPTIONIST Real Estate, permanent position, 35 hours, friendly with a bubby personality. Typing important, secretarial skills helpful. Hours 9-5 Monday through Friday. Harry S Wolfe Company 32396 West Mae Road 421-5660 Ask for Dawn

RECEPTIONIST
Henry Ford Medical Center - Rochester is looking for a full time receptionist to work flexible hours. Experience as a medical receptionist preferred. Computer knowledge is required. Applicants with excellent phone skills are encouraged to apply. Interested candidates can contact Sandy Fisher at 852-5828
HENRY FORD MEDICAL CENTER
510 Rochester Rd.
Rochester, MI 48063
Equal Opportunity Employer M/F/H

RELIABLE SELF-STARTER
Inside Sales Representative needed. Individual will be working with Sales/Service. Responsibilities include order, research & do other various office work. Send resume to Myriad Services Corp., P.O. Box 8574, Plymouth, MI. 48170 - Attention: Advertising Specialists Dept.

SALES SECRETARY
Busy Southfield Electronics Distributor has immediate opening for Sales Secretary. Duties include extensive phone activity. Word Processing & billing. P.C. knowledge or experience is required.
Call for appointment 353-3235

SECRETARIAL SECRETARY
WEST BLOOMFIELD
Approximately 15 hours including Mondays 4-8pm, & Saturdays 8:30am-12:30pm. Mature person with good typing skills for Orthodox Israel Religious School
Call school office 661-5700

FULL TIME position Executive Secretary & Office Manager. Experience necessary. Some computer knowledge helpful. Salary commensurate. Jamey Y. 14255 Stark Rd., Livonia, MI 48154 by Nov. 1st.

SECRETARIES/
GENERAL OFFICE
Positions available with Fortune 500 companies for individuals with 1-2 yrs office experience. Must be good in organizational office skills in the Southfield area. We offer health, dental benefits, paid holidays & vacations, for an interview call today
MANPOWER
TEMPORARY SERVICES
353-8780

SECRETARY
for one girl sales office in Livonia. Significant responsibility & related simple duties. Duties include typing (IBM Memory Writer) & light bookkeeping. Good professional attitude. Benefits
Call Mr. Allen 525-1810

## 504 Help Wanted Office-Clerical

Secretaries
MONEY FOR THE HOLIDAYS
SECRETARIES
RECEPTIONISTS
WORD PROCESSORS
Earn extra $$$ for the Holiday Season. We have immediate openings for the Livonia, Southfield, Troy, and Detroit areas.
$ SAME WEEK PAYCHECKS
$ HOLIDAY PAY
$ BONUSES
$ INSURANCE PROGRAM
CALL
557-5700
SNELLING
TEMPORARIES

SECRETARIES
WORD PROCESSORS
TYPISTS
GENERAL CLERICAL
Variety of interesting assignments are waiting for you. Positions offer Top Pay, Bonuses & Perks.
CALL NOW for more information & a personal interview.
MGM
Office Services
Southfield: 557-6040
Ronalssance: 567-6566

SECRETARY/ASSISTANT
Aggressive Birmingham employee benefit consulting firm seeking a motivated individual to handle sensitive secretarial with clerical duties. Accurate typing a must. Knowledge of word processing a plus but not necessary. Full time immediate position. Excellent salary & benefits
Call 540-5300, ext. 316

SECRETARY
Assist writer with a wide variety of assignments & projects. Requirements: excellent skills with details, typing (50 wpm), filing. This is a people home. Non-smoker only. Phone weekdays 9am-5pm 645-2666

SECRETARY/BOOKKEEPER
Neat appearing good personality, must be able to run office.
Westland area 326-3838

SECRETARY for busy Executive 20 hours per week. Strong telephone communication & organizational skills required. IBM PC Word Processing necessary. Executive Search firm located in downtown Birmingham. Call Tammie, 540-9110

## 504 Help Wanted Office-Clerical

SECRETARY/BOOKKEEPER
Part time, 25-30 hours for professional firm in Town Center Building. Must have office experience and be able to perform job functions independent of supervision 352-4920

SECRETARY 1400 (per month) Work from home as a Secretary for a Limousine Co. Farmington Hills/Northwestern area 626-8282

SECRETARY - Entry level for National Health Agency. Good typing skills and data entry experience helpful. Excellent benefits. Livonia location. Call Ms. Ryan 464-6920
An Equal Opportunity Employer

SECRETARY for Southfield CPA office. Must be experienced in excellent working conditions & fringe benefits. Interesting clientele & personnel. Reply to PO Box 3184 Southfield Michigan, 48034

SECRETARY
For Dermatology practice. Experienced management firm. Eight bookkeeping, good phone personality & excellent typing skills. Call Joann at 643-2111

SECRETARY for Trade Association. Opportunity for Professional with good secretary skills. Word Processor. Dictaphone. Southland graduate preferred required. Call Mary at AFD. 366-2400

SECRETARY
Full time, experienced, needed by Livonia chemical manufacturer. Benefits available. 464-4548

SECRETARY - full or part time for Livonia law office. Legal experience not necessary. Typing skills required. Flexible hours. Call AM only 569-7441

SECRETARY
Fully time for small rehabilitation firm in Southfield. Clinical duties involved. Typing 50 wpm, Word Processing 70wpm. Resume only to Secretary, 20855 Greenfield, Suite 110, Southfield, MI 48075

SECRETARY- Full time with benefits. Typing, telephone. One yr. office experience & resume required. Dearborn 846-6604

SECRETARY
Major trade association based in Southfield seeks an experienced secretary to provide secretarial service to department. Minimum 1 year secretarial experience required. Typing (50 WPM) required. Excellent benefits. Send resume & salary requirements to Human Resources, P O Box 5210, Detroit, MI 48235

SECRETARY - must have office skills & experience. Front desk job. 16250 Northland Dr. Ste 330 Southfield. Apply between 9am-4pm

SECRETARY
needed for Birmingham CPA firm. Experience & excellent typing skills required. For appointment call 540-6600

ANTIQUE ENTERPRISES, INC.
After 5 years of safely removing, transporting and delivering antiques and fine art objects we wish to thank the many loyal customers who have supported us. Our experience in handling your DRESDEN DINNERWARE, MESSEN MIRRORS and STEIFF CRYSTAL is accepted only by our unblemished record in safely conveying the hundreds of paintings, bronzes and wide assortment of delicately crafted pieces of furniture entrusted to us. Your satisfaction with our reasonable rates has sent us to 45 states (apparently antique conscious states include Mississippi, Wyoming or W. Virginia)
Next time you need reliable transportation of your treasures, deal with a small and growing firm that naively believes a customer is not unexceptable unless he has a date set delivery. Your prized possessions required a skill craftsman to create them. Protecting them by engaging an experienced mover to move them frequently leaves great and enduring.
Bywaverly trips to N.Y.C. make delivery of items to or from Gotham quick, convenient and reasonable.
If a sale is made of a piece of interest to you, please give us the opportunity to serve you by calling 822-4412
ANTIQUE ENTERPRISES, INC.

# HOME & SERVICE GUIDE

DEADLINES: 4 P.M. TUESDAY FOR THURSDAY EDITION / 4 P.M. FRIDAY FOR MONDAY EDITION

## 99 Gutters

DEPENDABLE
GUTTER CLEANING - FREE EST.
When your leaves are falling you should be calling Mark 584-1025

DEPENDABLE
GUTTER CLEANING - FREE EST
When your leaves are falling you should be calling Mark 584-1025

OWNER GUTTER SERVICE
Gutters cleaned, repaired, screened. Free Estimates - Roof Vents. Free Estimates 624-5357

SPIRES GUTTER CLEANING
Reasonable rates
Winter discount on interior painting
827-5010

Woods screen over your GUTTERS
CLEANED & SCREENED
Free Est. Days 592-0644

## 102 Handyman

DUTIFUL HANDYMEN
Services no job too small
Employment Planning Plumbing etc 669-4507

FOR
EXPERT REPAIR SERVICE
Plumbing, Electrical, Carpentry
CALL 471-1493

GENERAL REPAIR SERVICES
Home Repairs & Improvements
All Home Repairs & Installations
Free Estimates 595-6922

HOME DECORATING SERVICES
Painting, papering, carpentry, odd jobs etc. Available at once. Reasonable rates. Free Est. Call Jon 453-2656

HOME DECORATING & MAINT
INTERIOR Painting, Electric, Plumbing, Carpentry. Free Estimate. Fall Service. Ron 445-2393

HOME REPAIR & MAINTENANCE
Electric, plumbing, carpentry, etc. Call for free estimates. Lowest price guaranteed. 274-5180

HOME SERVICE
General home repair including electrical plumbing, painting, etc. 727-9290

WESTBROOK
HOME REPAIRS & ALTERATIONS
WE CARE TO YOUR NEEDS
LIVONIA - 591-7010

## 105 Hauling

A-1 HAULING - Moving. Scrap metal. Cleaning basements. Garages, Stores, etc. Trucks for rent. Low Quick service. Free Est. Serving Wayne & Oakland Counties. Central location. 547-2764 or 559-8138

VILLAGE HAULING
Fall Special - Clean Up Fall!
Brush & debris removal. Serving Oakland County areas 634-5297

ALL HAULING 474-5337
Our rates are reasonable
Licensed & Insured
New housing & brush cuts

FAST HAULING & CLEANUP
Residential & commercial
We haul what the garbage man won't. For dependability 628-5531

FRONT END LOADER - Dump truck, final grading, excavating, trucking, trash cleanup & disposal. Snow removal. Reasonable 425-8934

MIC & DAGO
Hauling Debris Cleanup
Comm./Res. Basements, Garages & Yards cleaned. 477-1219

MIC & DAGO
Hauling Debris Cleanup
Comm./Res. Basements, Garages & Yards cleaned. 477-1219

RESIDENTIAL - COMMERCIAL
We will haul away anything your garbage man won't, such as: wash, appliances, garages, pools, concrete, brush, etc. BUILDERS - REMODELERS. Our prices are half the dumpster rates. Caution - our service may be habit forming.
Phone HANK JOHNSON & SONS
Call or leave message. 7 days
349-3018

TAKE - AWAY - TRASH
Backyards or alleys included
Birmingham, Troy & Bloomfield area
Call Fred 334-2379

## 105 Hauling

WEE - HAUL
Garage, Basement, Rubbish cleaned out & hauled. Res or contractors. Dependable 363-9250

## 110 Housecleaning

ABSOLUTELY SUPERIOR
Housekeeping service. Mature, non-smoking sisters. Negotiable rate. Kay 658-8426, Linda 753-4158

ACCENT ON LIVING INC
Maid to sparkle? Housecleaning
Wash & care. Laundry. Complete Grocery Express. Shop & delivery. Full-service staff experienced. bonded & insured
459-9214

AFFORDABLE HOME-CLEANING
12 years experience. Weekly, bi-monthly, monthly. Bonded & insured. Free Est. Call 547-0460

CLEANING
Complete, supervised cleaning. The European Way for home & office. Ins. bonded. S.C.C. Inc. 546-9044

MAID SERVICE
If your home is in need of a little TLC we're the people to call. We offer complete general cleaning, laundry, etc. Our people are bonded, insured & dependable. Now in our sixth year of service. For information call Sue's Home Service. Dearborn 563-6321, Bloomfield/Troy 855-2955, Union Lake/Bloomfield 363-0070 Or Livingston County 517-546-1690

SPARKLE BRIGHT
Home and office cleaning
Experienced with references
Call Pat 455-1024

THOROUGH, TOP TO BOTTOM
Apartment or housecleaning
Call Judy or Pam
Leave message 278-7076

WE LOVE TO CLEAN
IF YOU DON'T CALL
459-8816 or 455-4183

WE TAKE PRIDE IN OUR WORK
Two hosted ladies with references to do housecleaning, apt. chip. Call Patricia, before 10:30pm 399-8755

## 123 Janitorial

COMMERCIAL CLEANING
Reasonable
525-7290

WINDMERE MAID SERVICE
Businesses, Apts & homes. Load of Laundry Free. Free Birthday Cleaning. Excellent service. Bonded
Lynne - 851-7494

## 129 Landscaping

AREA COMPLETE LANDSCAPING
Sodding, shrubs transplant, reseed, pruning, trimming, railroad ties, cleanup and hauling. Sr. citizen discount. Best prices 467-4786

AA-ACE LANDSCAPING
• Complete Fall Cleanup
• Sodding-Trimming Experts
• Anything in Landscaping
351-2378 Anything

Angelo's Supplies
•Topsoil •Shredded Bark
•Wood Chips
•Driveway & Decorative Stone
•Pray, Pool & Fill Sand
•Flagstone & Ties
PICKUP OR DELIVERY
FOR RENT Sod Cutters - Post Hole Diggers, Rototillers, Etc
We Do Grading & Landscaping
478-1729

FREE WOOD CHIPS - 3, 10 and 15 yard loads delivered in the Southfield/Birmingham area. 30 Yd loads available at delivery cost. 354-4538

GCL
GRADING, SOD & LANDSCAPING
Bobcat for cement patios, walks & driveways
GUNNERS LANDSCAPING
Fall Clean ups - weekly cutting
Snow Removal Com'l Ind., Res.
For appointment 422-8329

K&J LANDSCAPING
FALL CLEAN-UPS
FREE ESTIMATES
CALL 588-2867

## 129 Landscaping

LaCOURE LANDSCAPE SERVICE
Shrubs & Trees planted, retaining walls built, custom landscaping, grade sod. Com'l-Res 534-3213 591-

LIVONIA CLEAN-UPS
SNOW REMOVAL
Excellent rates 531-1456

MORELLI LANDSCAPING
Complete landscaping and design. Residential, Commercial & Industrial. Low rates 421-8511

NORTHWESTERN LANDSCAPE CO
Sodding, all landscaping, tree & shrub trimming & removal. Last chance fall spring 271-0817

O GRADY & GRADING
& BACK FILL
477-2805

R WELOW LANDSCAPING
Complete landscaping service and lawn maintenance
Call 464-2795

★ SPECIAL ★
6 Yds Top Soil $ 59.00
6 Yds Fill Dirt $42.00
6 Yds Treated Top Soil $74.00
6 Yds Top Soil Peat Mix $82.00
6 Yds Wood Chips $105.00
6 Yds Shredded Bark $105.00
7 DAY DELIVERY
DAN WHITE TRUCKING
535-6486

★ TOP SOIL ★
10 Yds. Screened . . . $100
Fill Sand
Wood Chips • Bark
Decorative Stone
WE DELIVER 1 to 50 YD LOADS
Wholesale Rates to All!
MICK WHITE TRUCKING
348-3150

## 135 Lawn Maintenance

ACE LANDSCAPING
Complete Fall Cleanup
Anything in Landscaping
CALL 357-3728 Anytime

ALL LAWN MOWING
Dethatching, Aerating, Tree & Shrub Trimming. Clean-ups. Reasonable.
Fotis Landscaping
Since 1954 437-1174

FALL CLEAN-UPS
& Gutter Clean-out
Call Green Ranger Landscaping
433-9353

LEAF & SNOW REMOVAL
For your home
Call Richard 425-0815

## 138 Lawn Sprinkling

A. M. SPRINKLER CO.
FALL WINTERIZING
Call 552-8137

L.M.C. INC.
Sign up now for sprinkler system blow-out. Residential & commercial. Please call 533-5482

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